

EXHIBIT M

PROCEDURES AND SEQUENCES OF ACTIONS TO BE FOLLOWED IN DEVELOPING DESIGN
OF BANK PROTECTION ON THE SACRAMENTO RIVER

1. Written assurances of local cooperation on the Sacramento River Bank Protection Project were furnished to the Sacramento District (hereafter called the District) by the State Reclamation Board (hereafter called the Board) on December 6, 1962.
2. A reconnaissance will be made yearly by representatives of the District, the Board, and Department of Water Resources to determine the priority of sites which will be used in making up each separate unit of work for the Sacramento River Bank Protection Project. Agreement will be reached between the District and the Board as to the relative priority by which the individual sites will be repaired. The District will write the Board furnishing the suggested list of sites. The Board will review and reply as appropriate. The sites will then, insofar as possible, be grouped geographically into project (contract) units. After the fiscal year funding has been determined, the District and the Board will meet and jointly develop a schedule in conformity with the priority and the procedures outlined herein.
3. Initiation of surveys (30 months before advertising) Prior to initiation of the survey, a joint reconnaissance will be made by representatives of the District, the Board, and Department of Water Resources. The District, the Board, and Department of Water Resources at this time will each assign a "liaison" engineer who will coordinate all activities in connection with each project unit. The Board will also assign a land agent at this time. Subsequent to the joint reconnaissance, a formal memorandum will be made by the District which will delineate any features not normally included in the survey. The surveys by the District shall include all of the items listed in the formal memorandum and shall also include the following:
 - a. All structures such as pipes, ramps, fences, buildings, etc. As required.
 - b. Lateral limits shall be determined individually for each site of work.
 - c. Cross sections as required by the proposed work at each site which shall include the existing levee.
 - d. Structural cross sections as required by the proposed work at each site.
 - e. Traverses shall be based on the California State Coordinate System and shall derive from the horizontal control traverses previously made by the Board where applicable. Upon completion of the control traverses by

the District, the District will furnish to the Board descriptions of the monumentation for use as aerial photography control. The Board will then obtain vertical aerial photography for subsequent scale controlled enlargements. Negatives will be available and enlargements will be furnished to the District. Three sets of traverse computations shall be furnished by the District to the Board.

4. Request for right-of-entry for surveys (30 months before advertising) The District will make a written request (by project units) to the Board for rights of entry for survey and exploration purposes. The Board or DWR will formally transmit the rights of entry to the District as they are secured from the property owners.

5. Topographic Maps (23 months before advertising) As soon as the District completes the survey and has prepared the topographic maps (average time required 6 months), the District will furnish paper reproducible prints to the Board. The Board will initiate any necessary property line surveys at this time, using the topographic maps on which to base the limits of the Board's work.

6. Proposed plan of improvement (17 months prior to advertising) The District will develop and furnish to the Board by letter, paper reproducible prints of the proposed plan of improvement. These plans are for the purpose of furnishing the Board information for their use in engineering reconnaissance and discussions with the landowners and will show:

- a. Crowns of the levee and levee toes (by offset tab).
- b. Typical sections.
- c. Approximate areas needed for construction.
- d. Preliminary structural sections.
- e. Preliminary spoil and borrow quantities.

7. Preliminary contacts with landowners (17 months prior to advertising) The Board will continue to conduct field reconnaissances and discussions with the affected property and utility owners with a view to reaching agreement on necessary modifications or relocation of facilities. Right-of-way personnel of the Board may participate in the field reconnaissances. The Board will finalize the location of borrow and spoil areas and specify the conditions in which they will be left upon completion of the contract work. They will also designate temporary access routes needed for use during construction as well as permanent access routes (when necessary) for maintenance after construction. On those properties where it is not possible to reach timely agreement with the owners concerned, the Board will decide on the modifications desired and promptly advise the District

so that their effect can be included in the design. This information will be progressively furnished the District. At this time the Board will progressively conduct such preconstruction pump tests as are considered necessary.

8. Appraisal work (16 months prior to advertising) The Board will initiate appraisal work upon receipt of the District's Proposed Plan of Improvement. Appraisal reports will be completed and all approvals secured 8 months before advertising.

9. Preliminary plans (13 months prior to advertising) The District will furnish the Board one set of paper reproducibles showing the minimum take line required for the work. These plans will contain at least the following information and will be as near a final design as is possible at this time:

a. If required the centerline of the proposed levee, including transitions.

b. Crown and toes of existing levee.

c. Tick marks at 100-foot intervals.

d. Minimum take line.

(1) At locations where a levee setback is required to provide for the placement of the stone protection, the take shall extend from the landside toe of the new levee riverward to the mean low water line.

(2) At locations where there is little or no riverside berm, the take line shall extend from the landside toe of the existing levee riverward to the mean low water line.

(3) At locations where there is an existing riverside berm which has been developed for use by the owner, the take shall consist of a 20-foot strip parallel and adjacent to the top of the new stone protection as well as the existing levee from landside toe to waterside toe. Where the berm is undeveloped, the 20-foot strip will also be acquired as well as the existing levee from landside toe to waterside toe and, dependent upon the width of the existing berm, consideration will be given to obtaining rights over the entire berm area. Necessary rights will be acquired to provide access to the 20-foot strip.

(4) Take lines shall be carried through ramps.

e. Extent of all proposed ramps, including the actual limits of fill, shall be shown on the plans.

f. Structure designs.

g. Irrigation and drainage ditches and other facilities to be removed or relocated.

h. Location and extent of borrow and spoil areas.

i. Location of access roads.

10. Appraisal Maps (11 months prior to advertising) The Board will identify the additional take lines required for relocations and review the proposed project take lines. They will formally provide comments to the District within 2 months after receipt of the preliminary plans. If deemed necessary a joint field reconnaissance will be conducted with the District to clear up problems. The appraisal maps will be completed using the take lines finally agreed upon and the additional takes required for relocations. These appraisal maps will show the property lines, owners' names, approximate areas and the limits of the necessary right-of-way. The appraisal maps will be completed 11 months before advertising and will be the basis for final appraisal. Appraisal maps will at this time be furnished to the District by letter so that the right-of-way lines may be shown on the contract drawings.

11. Right-of-Way Engineering (11 months before advertising) Right-of-Way Engineering will complete legal property descriptions so that negotiations can start 8 months before advertising.

12. Negotiations (8 months before advertising) The Board will start negotiations with property owners for property rights as soon as the right-of-way maps, descriptions, and appraisals have been completed and will furnish copies of the right-of-way documents progressively to the District. Four months before advertising the Board will inform the District of those parcels that will have to be condemned and will advise the District of any changes resulting from negotiations. (Changes will be held to the minimum.)

13. Preliminary Contract Plans and Specifications (3 months before advertising) Upon completion of the contract plans and specifications 4 sets of each will be furnished the Board by formal letter for concurrent review by the District and Board. (Such review will be limited to a two week period.) The review will include a joint field reconnaissance by the Board, District, and DWR personnel to check the plans against field conditions with the intent of reaching agreement on plans and specifications. Upon completion of the review the contract plans and specifications will be modified as necessary, assembled in final form and transmitted to the District's higher authority for approval. (2 months before advertising)

14. Condemnation (3 months before advertising) The Board will initiate condemnation proceedings approximately 3 months before advertising.

15. Rights-of-Way (2 weeks prior to advertising) All right-of-way contracts not previously furnished, orders of possession, and certification that all rights-of-way are available for construction shall be furnished the District by the Board two weeks before the scheduled advertising date.

16. Board Requirements for Contract Plans and Specifications (3 weeks before advertising) Before advertising the Board will informally notify the District of the number of sets of full and half size plans and specifications that will be required for Board use.

17. Contract Plans and Specifications (0 months) The requested number of sets of plans and specifications, as issued, will be furnished formally to the Board by the District for record purposes concurrently with the advertising of the work. Within 1 month after the award of the contract the District will furnish the Board one set of chronoflex reproducibles of the contract plans together with any addendums issued during the advertising period.